STUDENTS TO be heard worden or

OLDHAM COUNTY BOARD OF EDUCATION ADMINISTRATIVE PROCEDURE

FIELD TRIP BUS REQUEST FORM

09.36 AP.212

OVERNIGHT 🗹	EXTENDED DAY (Same day but extends beyond the school day)	DAY TRIP ONLY
School: East Oldham Middle School	(same aay out exiends beyond the school aay)	
Employee(s) In Charge: Kendall Ross	Group: K	UNA
Destination: Crowne Plaza in Louisville	, KY	
Date(s) of Trip: 3/16/25-3/18/25		Time of Return: 12:30-2:30 PM
Approximate Mileage (one way):	30 *	
Approximate Number of Students:	20	
Number of Chaperones/Adults: 1	-2	
TOTAL TRANSPORTED: 21-2	22*	
Number of Buses: 0		73
*{44 Person Maximum for MS/HS} {60 Person *These numbers include both students and all a		ones, etc.)
Method of Transportation (if not by school	1 bus): Student Drop Off & Pick Up	
*Common Carriers must be Board approved at *All tolls are the responsibility of the school or		this form*
Trip Required or Optional: Optional		
If optional, indicate student charges: Transportation (mileage, Admissions Other Total	\$ driver) \$\$ \$ 5900 \$ 710 \$ Charges \$ 6610	
Number of Instructional Days Lost: 2		
Justification: Why is the trip necessary? W The Kentucky United Nations Assess countries and gain perspective about the state and build important skills suc practice debate procedures in finding	mebly is a mock UN which allows stuothers' lives. Stduents have the charch as communication and empthay. I	udents to represent other nce to meet with others across In addition, they will be able to
Requested by: Kendall Ross		Date: 12/05/2024
A	APPROVAL/DISAPPROVAL	
Approva/Disapproved:	, Principal	Date: 17-8-77
Approved/Disapproved:	, Level Di	12 12 - 71
Approved/Disapproved:		endent Date:
*Field trips in excess of a 60-mile radius of the Boar *ALL Overnight Field Trips and trips using Common	d office require the approval of the Superintender	nt.
Upon approval, the school will receive an approved t	orm from the Superintendent. *	

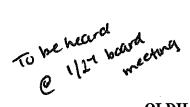
RELATED PROCEDURES:



FIELD TRIP BUS REQUEST FORM

09.36 AP.212

OVERNIGHT 🗹	EXTENDED DAY (Same day but extends beyond the school	DAY TRIP ONLY
School: South Oldham Middle School	1	
Employee(s) In Charge: Chris Morse Group: KUNA		_{up:} KUNA
Destination: Crowne Plaza Louisville	Airport Hotel	
Date(s) of Trip: March 6-8	Time of Departure: 6th/morning	ng Time of Return: 8th/late morning
Approximate Mileage (one way):	23 *	
Approximate Number of Students:	20	
Number of Chaperones/Adults:	2	
TOTAL TRANSPORTED:	<u>*</u>	
Number of Buses: N/A		
*{44 Person Maximum for MS/HS} (60 Per. *These numbers include both students and a	ll adults (bus driver, teachers, coaches, cl	
Method of Transportation (if not by sch	ool bus): Parent's will transport the	eir child to the hotel
*Common Carriers must be Board approved *All tolls are the responsibility of the school	l and should have the 8005.02F accompa	
Trip Required or Optional: Required		
If optional, indicate student charges: Transportation (milea Admissions Other	ge, driver) \$ \$ \$	
Tot	al Charges \$	
Number of Instructional Days Lost: 2		
Justification: Why is the trip necessary?	What is to be learned? How will the	avnariance he used and evaluated?
KUNA conference - This is a studer country's UN resolution, participant participate on the UN Security Country Coun	t-run conference where the stude in a parade-of-nations and interna	ents will share and debate their
Requested by: Chris Morse		Date: 12/18/2024
-	APPROVAL/DISAPPROVAL	
Approved/Disapproved: WillA	Witak , Prin	ncipal Date: 12-19-24
Approved/Disapproved:	Harry, Lev	rel Director Date:
Approved/Disapproved:	, Sup	erintendent Date:
*Field trips in excess of a 60-mile radius of the E *ALL Overnight Field Trips and trips using Com		
Upon approval, the school will receive an approv	ed form from the Superintendent. *	



OLDHAM COUNTY BOARD OF EDUCATION ADMINISTRATIVE REGULATION

FIELD TRIP BUS REQUEST FORM

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Related to: Policy 8005, 4055, 8005AR; 8005.001F

OVERNIGHT 🔼	EXTENDED DAY	DAY TRIP ONLY
School: North Oldham High School	(anno any ani anana asyona manana asy)	
Employee(s) In Charge; Kiley Handley	& Meredith Grace Group: Studen	nt Y
Destination: Crowne Plaza 830 Phillip	s Lane, Louisvlle KY 40209	
Date(s) of Trip: March 2nd-4th	Time of Departure: 3 pm Time of	of Return: 11 am
Approximate Mileage (one way):1	6 miles *	,
Approximate Number of Students:	55	A Section of the sect
Number of Chaperones/Adults:	3	1 100
TOTAL TRANSPORTED:N	<u>A</u> *	9202
Number of Buses: NA	,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	
	adults (bus driver, teachers, coaches, chaperones, et	a)
Method of Transportation (if not by scho	ol bus): Parent Drivers	· · · · · · · · · · · · · · · · · · ·
*Common Carriers must be Board approved *All tolls are the responsibility of the school of	and should have the 8005.02F accompanying this foor group requesting the trip.	rm*
Trip Required or Optional: NA	·	
If optional, indicate student charges: Transportation (mileag Admissions Other Tota	\$ NA \$ 295 \$ 10 1 Charges \$ 305	
Number of Instructional Days Lost: 2		
Justification: Why is the trip necessary? The Kentucky United Nations Assemstudents participate directly in simula experience the richness of cultures f	What is to be learned? How will the experience ably (KUNA) is a 3-day, experiential-learning ated international diplomacy. KUNA offers strom around the world, develop empathy, as wide variety of perspectives and global issu	g conference in which students the opportunity to nd hone their critical
Requested by: Kiley Handley	Date:	01/07/2025
	APPROVAL/DISAPPROVAL	
1 7	Principal , Level Director , Superintendent	Date:
*ALL Overnight Field Trips and trips using Commo Upon approval, the school will receive an approved	on Carriers must be approved by the school board and Sup form from the Superintendent. *	егиненаені.

DCBE MTG 4

FIELD TRIP BUS REQUEST FORM

09.36 AP.212 JAN 2 7 2025

(5	EXTENDED DAY DAY TRIP ONLY DAY TRIP ONLY
School: South Oldham High School	
Employee(s) In Charge: Ryan McAllister	Group: Band
Destination: Galt House - Louisville, Ky	
Date(s) of Trip: 2/5/25 - 2/8/25	Time of Departure: 5 pm Time of Return: 4 pm
Approximate Mileage (one way): 20	
Approximate Number of Students:5	
Number of Chaperones/Adults: 1	
TOTAL TRANSPORTED: 6	* JAN 1 4 2025
Number of Buses:0	
*(44 Person Maximum for MS/HS) (60 Person Max *These numbers include both students and all adults	s (bus driver, teachers, coaches, chaperones, etc.)
Method of Transportation (if not by school bus	s): Individual student' s parents
*Common Carriers must be Board approved and sh *All tolls are the responsibility of the school or grou	
Trip Required or Optional: Optional	
If optional, indicate student charges: Transportation (mileage, driv Admissions Other	ver) \$ \$\$70 (folder fee) \$\$180 (hotel room)
Total Cha	rges \$ <u>\$250</u>
Number of Instructional Days Lost: 2	
Justification: Why is the trip necessary? What Attend KMEA All-State Band - students at	is to be learned? How will the experience be used and evaluated? Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from around the Idition against hundereds of other students from a formatting from a
Requested by: Ryan McAllister	Date: 12/19/25
APP	ROVAL/DISAPPROVAL
Approved/Disapproved: Approved/Disapproved: Musia	No Back Principal Date: 12-19-25 1/14/25
Approved/Disapproved:	, Superintendent Date:
*Field trips in excess of a 60-mile radius of the Board offi *ALL Overnight Field Trips and trips using Common Cari	ce require the approval of the Superintendent. riers must be approved by the school board and Superintendent.
Upon approval, the school will receive an approved form f	from the Superintendent, *

RELATED PROCEDURES:

09.36 AP 212 • OCBE MTG 4 JAN 2 7 2025

FIELD TRIP BUS REQUEST FORM

09.36 AP.212

OVERNIGHT 🗹	EXTENDED DAY (Same day but extends beyond to	DAY TRIP ONLY
School: South Oldham High School		
Employee(s) In Charge: Ryan McAlliste	r and Amanda Ćroak	Group: Winterguard
Destination: Warren Central High Scho	ool - Indianapolis, IN	
Date(s) of Trip: 2/22/25-2/23/25	Time of Departure: 7 am	Time of Return: 5 pm
Approximate Mileage (one way):	130 *	
Approximate Number of Students:	16	France .
Number of Chaperones/Adults:	4	
TOTAL TRANSPORTED: 2	<u>0</u> *	
Number of Buses:0		JAN 14
*(44 Person Maximum for MS/HS) (60 Perso *These numbers include both students and all	adults (bus driver, teachers, coac	hes, chaperones, etc.)
Method of Transportation (if not by school	ol bus): Individual student'	s parents
*Common Carriers must be Board approved a *All tolls are the responsibility of the school of		companying this form*
Trip Required or Optional: Required		
If optional, indicate student charges: Transportation (mileage Admissions Other	\$	
Total	Charges \$ ⁵⁰	
Number of Instructional Days Lost: 0	**************************************	
Justification: Why is the trip necessary? V Attend Winterguard International Con		ill the experience be used and evaluated?
Requested by: Ryan McAllister		Date: 12/13/24
	APPROVAL/DISAPPROV	AL
Approved/Disapproved: MULLIN	a lossen	, Principal Date: 13-24
Approved/Disapproved:		, Level Director Date: 114/25
Approved/Disapproved:		, Superintendent Date:
*Field trips in excess of a 60-mile radius of the Boo *ALL Overnight Field Trips and trips using Commo	ard office require the approval of the on Carriers must be approved by the s	Superintendent.
Upon approval, the school will receive an approved	form from the Superintendent. *	
RELATED PROCEDURES: 09.36 (all procedures)		

09.36 AP.212

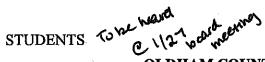
OLDHAM COUNTY BOARD OF EDUCATION ADMINISTRATIVE PROCEDURE

▶ OCBE MTG JAN 2 7 2025

FIELD TRIP BUS REQUEST FORM

09.36 AP.212

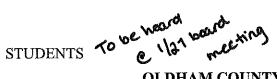
OVERNIGHT EXTEN	NDED DAY y but extends beyond the school day)	DAY TRIP ONLY
School: South Oldham High School		
Employee(s) In Charge: Ryan McAllister and Ama	nda Croak Group: Winte	rguard
Destination; Dayton, Oh		
Date(s) of Trip: 4/3/25 - 4/5/24 Time o	f Departure: 8 am Time	of Return: 11 pm
Approximate Mileage (one way):30	*	
Approximate Number of Students:16	_	FO Western
Number of Chaperones/Adults: 4	_	
TOTAL TRANSPORTED: 20	*	JAN 1 4 20
Number of Buses:0		JAN 1 4 20
*(44 Person Maximum for MS/HS) (60 Person Maximum) *These numbers include both students and all adults (bus of		(450-7 100)
Method of Transportation (if not by school bus): Ind	vidual student's parents	
*Common Carriers must be Board approved and should he *All tolls are the responsibility of the school or group requ	ave the 8005,02F accompanying this f	orn *
Trip Required or Optional: Required		
If optional, indicate student charges: Transportation (mileage, driver) Admissions Other	\$ \$_ \$\$150 (hotel)	
Total Charges	\$ <u>\$150</u>	
Number of Instructional Days Lost: 0		
Justification: Why is the trip necessary? What is to be Attend Winterguard International Championship		be used and evaluated?
Requested by: Ryan McAllister	Date;	12/13/24
APPROV	AL/DISAPPROVAL	
Approved Disapproved Melisia W	Principal	Date: 2-13-24
Approved/Disapproved:	, Level Director	Date: 1425
Approved/Disapproved:	, Superintenden	t Date:
*Field trips in excess of a 60-mile radius of the Board office requi *ALL Overnight Field Trips and trips using Common Carriers mu		perintendent.
Upon approval, the school will receive an approved form from the	Superintendent. *	
RELATED PROCEDURES:		



FIELD TRIP BUS REQUEST FORM

09.36 AP.212

OVERNIGHT 🗹	EXTENDED DAY (Same day but extends beyond the school day)	DAY TRIP ONLY
School: South Oldham Middle School		
Employee(s) In Charge: Chris Morse	Group: KUNA	
Destination: Crowne Plaza Louisville Air	oort Hotel	
Date(s) of Trip: March 6-8 March 5,6,7	_Time of Departure: 6th/morning Time	of Return: 8th/late morning
Approximate Mileage (one way):	<u>3⊚</u> *	One.
Approximate Number of Students:	20	
Number of Chaperones/Adults: 2		
TOTAL TRANSPORTED: 22	*	JANIT -
Number of Buses: N/A	_	2025
*(44 Person Maximum for MS/HS) {60 Person I *These numbers include both students and all ad	ults (bus driver, teachers, coaches, chaperones, e	JAN 1 5 2025 (c.)
Method of Transportation (if not by school	ous): Parent's will transport their child to	the hotel
*Common Carriers must be Board approved and *All tolls are the responsibility of the school or g	should have the 8005.02F accompanying this fo	
Trip Required or Optional: Required		
If optional, indicate student charges: Transportation (mileage, Admissions Other	lriver)	
Total C	harges \$	
Number of Instructional Days Lost: 2	_	
Justification: Why is the trip necessary? Whe KUNA conference - This is a student-runce country's UN resolution, participant in a participate on the UN Security Council.	n conference where the students will sh	are and debate their
Requested by: Chris Morse	Date:	12/18/2024
, A	PPROVAL/DISAPPROVAL	
Approved/Disapproved: Willa In	Gak, Principal	Date: 12-19-24
Approved/Disapproved:	, Level Director	Date: 1-16 25
Approved/Disapproved:	, Superintenden	t Date:
*Field trips in excess of a 60-mile radius of the Board *ALL Overnight Field Trips and trips using Common		nerintendent.
Upon approval, the school will receive an approved for		p



FIELD TRIP BUS REQUEST FORM

09.36 AP.212

OVERNIGHT	EXTEN (Same day	DED DAY	e school day)	DAY TRIP ONLY
School: Arvin Education Center		· · ·		
Employee(s) In Charge: Tonya Burns,	Rachael M	oore	Group: ARVIN	HOSA
Destination: HOSA KY State Leaders	ship Confere	ence, Crowne Pla	aza, 830 Philips I	ane, Louisville, KY
Date(s) of Trip: March 20-22	Time o	f Departure: 9:30a	am Time of	Return: 2:00pm
Approximate Mileage (one way):	26.4	* -		
Approximate Number of Students:	50	•••		
Number of Chaperones/Adults:	4	_		
TOTAL TRANSPORTED:	0	*		JAN 17 20
Number of Buses: 0				20,
*{44 Person Maximum for MS/HS} {60 Pers *These numbers include both students and a	ll adults (bus d	lriver, teachers, coac		
Method of Transportation (if not by scho				
*Common Carriers must be Board approved *All tolls are the responsibility of the school			companying this fort	n*
Trip Required or Optional: optional				
If optional, indicate student charges: Transportation (milea) Admissions Other	ge, driver)	\$ \$ 75.00 \$ 100.00		
Tot	al Charges	\$	<u> </u>	
Number of Instructional Days Lost: 2				
Justification: Why is the trip necessary?	What is to b	e learned? How wi	ill the experience l	be used and evaluated?
The state leadership conference give with in the health industry.	ves students	s an opportunity t	o expand their k	nowledge and network
Requested by: Tonya M Burns			Date: C	01/10/2025
	APPROV	AL/DISAPPROV	'AL	
Approved Disapproved:	Caller	*	_, Principal	Date: 1 . 14 . 25
Approved/Disapproved:	A		_, Level Director	Date:
Approved/Disapproved:			_, Superintendent	Date:
*Field trips in excess of a 60-mile radius of the B *ALL Overnight Field Trips and trips using Com	mon Carriers m	ust be approved by the	Superintendent. school board and Supe	erintendent.
Upon approval, the school will receive an approv RELATED PROCEDURES:	ed form from the	e Superintendent. *		